



## Staff Report

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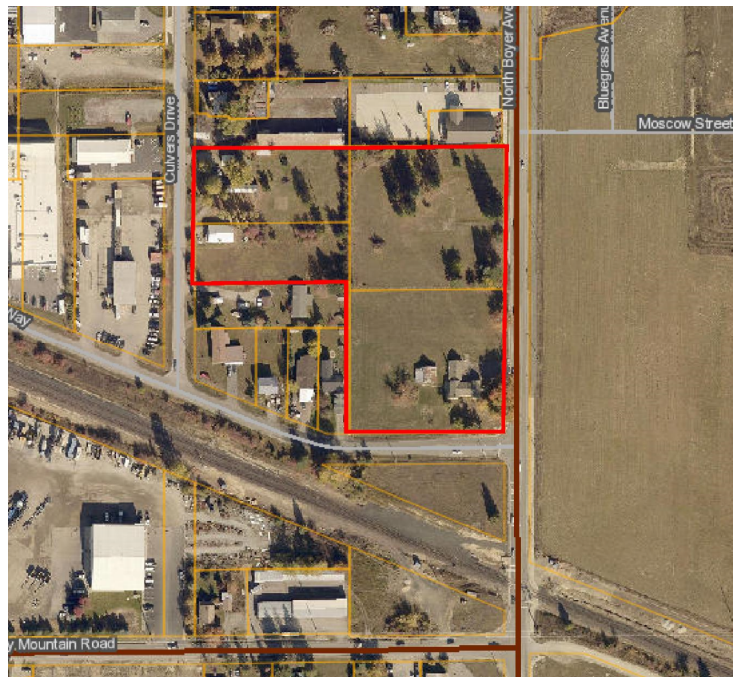
To: Planning & Zoning Commission  
From: Amy Tweeten, AICP, City Planner  
Report: June 7, 2022  
Meeting: June 21, 2022  
Item: PPUD21-0002 : PUD Final Development Plan (FDP) and Preliminary Plat request for Culver's Crossing (Parcels # RPS0082001004AA, RPS0082002001AA, RPS0082002010BA and RPS0082002009BA)

*Please Note: The Application and all materials related to this request are provided on the City's website at:*  
[www.sandpointidaho.gov/PPUD21-0002](http://www.sandpointidaho.gov/PPUD21-0002)

### I. Background and Introduction

At its April 5th meeting, the Planning and Zoning Commission held a public hearing on the preliminary development plan for Culver's Crossing. That initial step is a review to determine if the proposal is consistent with the code intent and purpose pertaining to planned unit developments, if the proposal advances the general welfare of the community and neighborhood, and whether the benefits, combination of various land uses and the interrelationship with the land uses in the surrounding area justify the deviation from standard zoning district regulations. After the public hearing, the Commission conditionally approved the PDP, allowing the development to move on to the final development plan (FDP) and preliminary plat phase. The conditions of approval and status are summarized in **Table 1** below.

**Figure 1: Site of Proposed PUD**



Source: City of Sandpoint GIS, 2021

As stated in Section 10-3-1 of the Sandpoint City Code, the purpose of the PUD regulations is to guide a development to achieve:

- A. A maximum choice of living environments by allowing a variety of housing and building types and permitting an increased density per acre and a reduction in lot dimensions, yards, building setbacks, and area requirements.
- B. A more useful pattern of open space and recreation areas and, if permitted as part of the project, more convenience in the location of neighborhood commercial uses, recreational uses and services.
- C. A development pattern which preserves and utilizes natural topography and geologic features, scenic vistas, trees and other vegetation, and prevents the disruption of natural drainage patterns.

- D. A more efficient use of land than is generally achieved through conventional development, thus resulting in substantial savings through shorter utilities and streets, while encouraging connectivity.
- E. A development pattern in harmony with land use density, multimodal transportation facilities, and community facilities objects of the comprehensive plan.

**Table 1. PDP Approval in Principle Conditions of Approval**

Condition	Status
Provide traffic impact analysis and incorporate modifications as required by the city, if any.	Satisfied; see related condition of approval.
Provide clarification on useability of the open space along Ebbett Way.	Satisfied.
Provide development and amenity details on the community park parcel, as well as CC&Rs with clear maintenance responsibilities.	Satisfied; see related condition of approval.
Revise plan to incorporate the additional 7-foot greenbelt along the west side of lots 26-31 and adjust lot sizes accordingly	Satisfied; open space location re-allocated.
Revise to incorporate sidewalks along N. Boyer Avenue and Culver's Drive, as required by Title 7, to achieve non-motorized connectivity.	Partially satisfied; sidewalks along N. Boyer Avenue and Irvine Way are indicated, but a request to not install along Culver Drive due to drainage ditch. See related condition of approval.
Provide setbacks, total lot coverage of all structures, and additional building façade details to ensure requirements of §9-4-1-3(E) are met, or specify any requested deviations	Satisfied; see suggested condition of approval added for single family dwellings.
Ensure the parking and driveways of lots 5,10, 11, 46 meet the minimum 10' setback requirement of §10-3-7(C).	Not satisfied; Applicant requests the allowed deviation per §10-3-7(E) and provides a landscape screen in the 6- foot setback. See related condition of approval.
Provide a narrative addressing the conditional use permit criteria.	Satisfied. See Attachments – Application.

Nancy A. Hadley and James R. Aiken, in cooperation with the Bonner Community Housing Agency, have now submitted a FDP that is substantially similar to the PDP, along with a preliminary plat. The applicant is requesting a PUD to obtain approval for deviations to the City Code, as detailed throughout this report.

The FDP and Preliminary Plat are for a 49 dwelling-unit (47 lots), development on approximately 5.7 acres of land currently zoned RS Single Family named Culver's Crossing. The abutting land uses include residential (southwest) and commercial (west and north), with the University Place subdivision across N. Boyer Ave. (see Figure 1). The property is within the Comprehensive Plan Character Area 3B (Business Overlay).

The staff report begins with an analysis of the Final Development Plan, followed by an analysis of the associated Preliminary Plat. Culver's Crossing falls under the requirements of §10-3-10-B of City Code as it is both a PUD and a subdivision.

## II. Application History

4/5/2022	Planning and Zoning Commission hearing on Preliminary Development Plan
4/14/2022	Submittal of Traffic Impact Study
4/20/2022	Submittal of Final Development Plan, Preliminary Plat
5/3/2022	FDP submittal complete
5/24/2022	Traffic Impact Analysis review complete
5/31/2022	Public hearing notice published; agencies and property owners within 300 notified
6/14/2022	Public hearing notice posted
6/21/2022	Planning and Zoning Commission public hearing

## III. Application Notification and Comments

Pursuant to §9-9-9, §10-1-8 and §10-3-10 of the Sandpoint City Code, the Commission is required to hold a public hearing on the final development plan and preliminary plat and make recommendations to City Council. Notice has been provided to property owners within 300 feet of the parcel boundaries on which the proposal is being considered, posted at the site seven (7) days in advance of the hearing, and a summary has been provided in the official newspaper of general circulation 21 days prior to the hearing date as required by Sandpoint City Resolution #06-49.

In compliance with Idaho Code and Sandpoint City Code, all applicable jurisdictions and agencies have been notified of the proposal including, but not limited to:

REVIEWING DEPARTMENTS & AGENCIES:				
City of Sandpoint	Local Agencies & Districts	State & Federal	Bonner County	Other
<input checked="" type="checkbox"/> Building <input checked="" type="checkbox"/> Fire Marshall <input checked="" type="checkbox"/> Planning <input checked="" type="checkbox"/> City Engineer <input checked="" type="checkbox"/> Operations	<input checked="" type="checkbox"/> Independent Highway District <input checked="" type="checkbox"/> Pend Oreille School District <input checked="" type="checkbox"/> Panhandle Health District <input checked="" type="checkbox"/> City of Dover <input checked="" type="checkbox"/> City of Ponderay	<input checked="" type="checkbox"/> ID Dept. Lands <input checked="" type="checkbox"/> Environmental Quality <input checked="" type="checkbox"/> ID Transportation Dept. (ITD) <input checked="" type="checkbox"/> USACE <input checked="" type="checkbox"/> ID Water Resources	<input checked="" type="checkbox"/> Surveyor <input checked="" type="checkbox"/> Sandpoint Airport <input checked="" type="checkbox"/> Planning <input checked="" type="checkbox"/> BC EMS <input checked="" type="checkbox"/> Commission	<input checked="" type="checkbox"/> Avista Utilities <input checked="" type="checkbox"/> Northern Lights <input checked="" type="checkbox"/> Various Utility/Service Providers <input checked="" type="checkbox"/> BNSF Railroad
X = Request for review/comments sent to department or agency.				

**Consideration of written comments.** At the time of this report drafting, the city has received four (4) agency responses to the notice.

Commenter	Position	Issue
Mel Bailey	IHD Chairman	Commented previously
Stacey Simkins	ITD	No comment
Bruce Hathaway	Fatbeam Senior OPS Engineer	No Issues
Dan McCracken	IDEQ, Regional Administrator	Encourages use of the Idaho Environmental Guide when reviewing developments.

#### IV. Final Development Plan Applicable Law

As noted above, the requirements for PUDs are found in Title 10, Chapter 3 of the Sandpoint City Code. The subject property is located in the RS Single Family district. The requirements and standards for a PUD are found in Sections 10-3-3 through 10-3-9 of the Sandpoint City Code. The Culver's Crossing Final Development Plan submittal is reviewed to these standards in **Table 2** below.

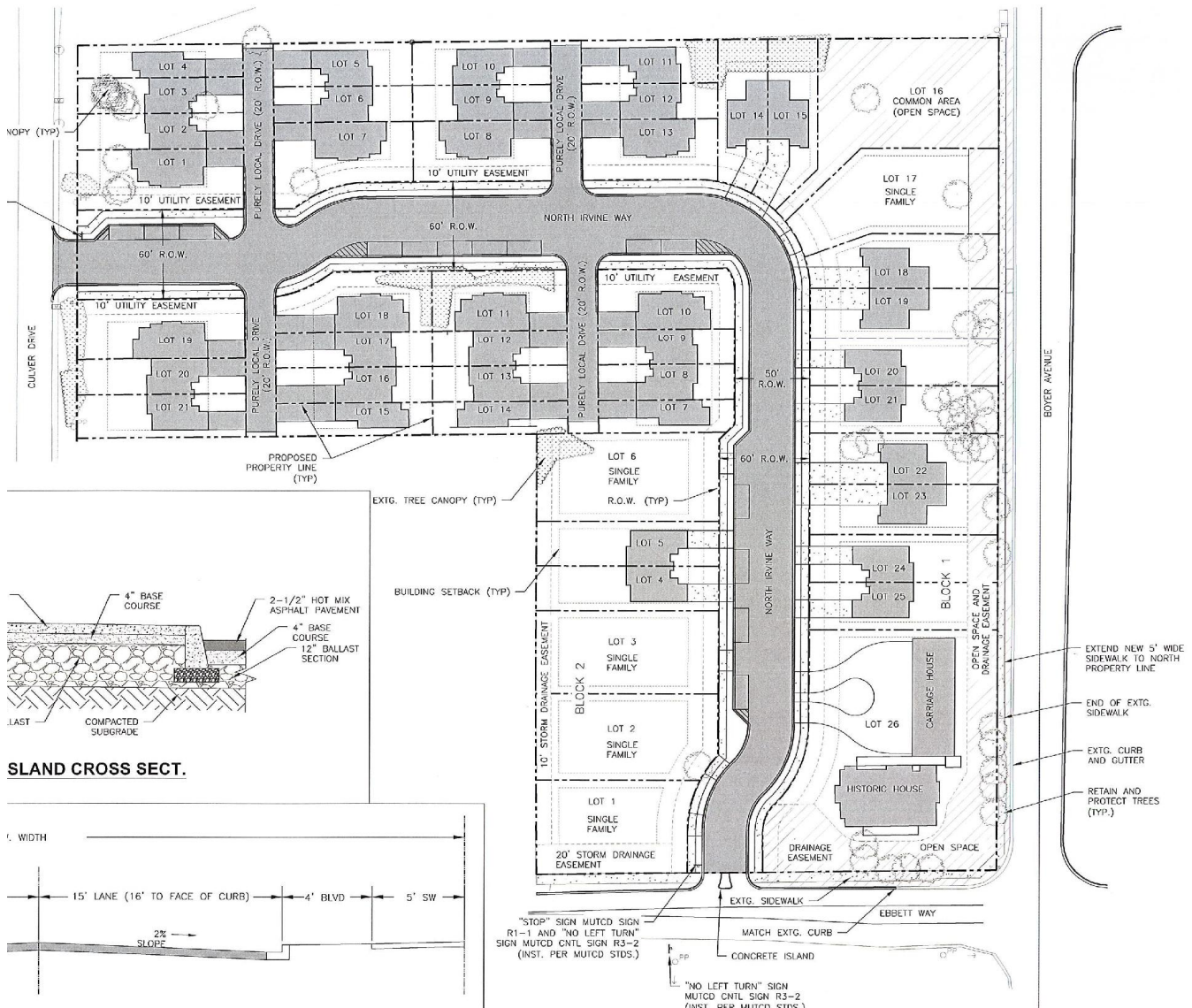
Pursuant to Sandpoint City Code §10-3-10, the Commission shall find that the facts submitted with the FDP application establish that:

1. The proposed development can be initiated within two (2) years of the date of approval.
2. Each individual unit of the development, as well as the total development, can exist as an independent unit capable of creating an environment of sustained desirability and stability or that adequate assurance will be provided that such objective will be attained; the uses proposed will not be detrimental to present and potential surrounding uses but will have a beneficial effect which would not be achieved under standard zoning regulations.
3. The streets and thoroughfares proposed are suitable and adequate to carry anticipated multimodal traffic, that increased densities will not generate vehicular traffic in such amounts as to overload the street network outside the PUD, and that any impacts have been adequately mitigated.
4. Any proposed commercial development can be justified at the locations proposed.
5. Any exception from standard zoning requirements is warranted by the design and other amenities incorporated in the final development plan, in accordance with this chapter and the adopted policy of the city council.
6. The PUD is in general conformance with the comprehensive plan.
7. The existing and proposed utility services are adequate for the population densities and nonresidential uses proposed.



The Culver's Crossing FDP site plan is shown below. All structures are considered single-family dwellings. The "Big Houses" and "Twin Houses" are townhouses on their own fee-simple lots. The Historic House is a duplex with an accessory dwelling unit (Carriage House). Sample elevations of the different unit types are also shown below with additional information provided in the submittal attachments.

**Figure 3: Culver's Crossing Site Plan**



**Figure 4**  
**Culver's Crossing Sample Elevations**

**Twin House**



**Big House**



**Table 2. PUD Review Standards, Title 10, Section 3**

Standard	Final Development Plan Status
<p><b>§10-3-3 Minimum Area</b></p> <p>A planned unit development for the following principal uses shall contain an area of not less than:</p> <ul style="list-style-type: none"> <li>A. Two (2) acres for residential development.</li> <li>B. Five (5) acres for residential use with subordinate neighborhood commercial or recreational uses</li> </ul>	<p>A. Satisfied</p> <p>The property use is residential and size is 5.6 acres.</p>
<p><b>§10-3-4 Uses Allowed</b></p> <p>All uses that may be allowed within the land use district are permitted within a PUD.</p> <p>B. Uses not allowed in the underlying district may be allowed where appropriate. PUDs seeking multi-family residential buildings in residence A and B zones shall be limited to no more than six (6) dwelling units in any one building. Such units must reflect the style and character of surrounding residences.</p> <p>C. Commercial, professional office, recreational, public or quasi-public uses that are not allowed within the land use district, may utilize up to twenty percent (20%) of the gross land area in a PUD. Such uses may be allowed provided there is a favorable finding by the commission that:</p> <ol style="list-style-type: none"> <li>1. Any nonresidential uses are compatible with the residential uses in and surrounding the PUD.</li> <li>2. The uses are planned as an integral part of the PUD.</li> <li>3. Commercial/professional uses are to be located and so designed as to provide direct access to a collector or an arterial street without creating congestion or traffic hazards.</li> <li>4. A minimum of fifty percent (50%) of the residential development occurs prior to the development of the related neighborhood commercial or recreational uses. (Ord. 1162, 12-20-2006)</li> </ol>	<p>Satisfied. Townhouse lots and duplexes are considered single family residential (not multi-family). No other uses provided.</p>
<p><b>§10-3-5 Increased Residential Density</b></p> <p>To provide an incentive for quality PUD, the commission may authorize an increased residential density, based on the single-family lot size for the zone, of up to forty percent (40%) of the allowable number of dwelling units.</p>	<p>The overall density of the development does not exceed what would be allowed in the RS Zone, and the townhouse lots are permitted by §10-1-7-Q-2.</p> <p>The specific requested zoning standards for the PUD are detailed in <b>Appendix A</b>.</p>

<p><b>§10-3-6 Common Open Space – Minimum of 10% of gross area</b></p> <p>A minimum of ten percent (10%) of the gross land area developed in any residential planned unit development project shall be reserved for common open space and recreational facilities for the residents or users of the area being developed. The required amount of common open space land reserved under a planned unit development shall either be held in corporate ownership by owners of the project area for the use of each owner who buys property within the development or be dedicated to the public and retained as common open space for parks, recreation, and related uses.</p> <p>Public utility and similar easements and rights of way for watercourses and other similar channels are not acceptable for common open space dedication unless such land or right of way is usable as a trail or other similar purpose and approved by the commission.</p> <p>The responsibility for the maintenance of all open spaces shall be specified by the developer before approval of the final development plan.</p>	<p>Standard met. The Community Park, greenspace along the east and south property lines total 12.4% of the gross area.</p> <p>The CC&amp;Rs with open space maintenance responsibility have been reviewed and will be incorporated into the Development Agreement. See condition of approval.</p>
<p><b>§10-3-7 Performance Standards</b></p> <ul style="list-style-type: none"> <li>A. Compatible with surrounding area</li> <li>B. Twenty- five (25) foot building line setback from all exterior boundaries</li> <li>C. Parking and driveways not within 10' of exterior boundaries</li> <li>D. All public improvements required for subdivisions may be required for a PUD.</li> <li>E. Exterior boundary setback requirements set forth above may be reduced by the commission where such reduction can be shown to be compatible with surrounding development.</li> </ul>	<p>A. The development is adjacent to single family residential uses and commercial uses. North Boyer Avenue is becoming a predominately residential corridor.</p> <p>B. <b>Deviation requested</b> as allowed for a five-foot building setbacks Block 1 Lots 4, 5, 10 and 11 and Block 2 Lots 13, 15, and 21.</p> <p>C. <b>Deviation requested</b> as allowed. The Commission made this standard a condition of approval for the Preliminary Development Plan. The request if for a six (6) foot setback for FDP shows a 6- foot setback for Block 1 Lots 5, 10 and 11 and Block 2 Lot 21. To reduce the impact on neighboring properties, a landscape screen is proposed.</p> <p>D. Improvements will be required for the subdivision.</p> <p>See conditions of approval.</p>

<p><b>§10-3-8 Utility Requirements</b></p> <p>Fire hydrants, sidewalks, curbs, public safety signs and storm drainage shall be provided as required to adequately service the site. Underground utilities, including telephone and electrical systems, are required within the limits of all planned unit developments. Appurtenances to these systems which can be effectively screened may be excepted from this requirement if the commission finds that such exemption will not violate the intent or character of the proposed planned unit development. All utilities should be placed behind the curb line.</p>	<p>There are no requested deviations, with an exception being sidewalk installation on Culver's Drive. This could be handled through fees-in lieu of construction. See condition of approval below.</p> <p>Further review is provided under the Preliminary Plat analysis.</p>
<p><b>§10-3-9 Arrangement of Neighborhood Commercial and Recreational Uses</b></p>	<p>Not applicable- strictly residential development</p>

In summary, the FDP for Culver's Crossing is requesting the following modifications to Section 3 of Title 10, as allowed by §10-3-7-E:

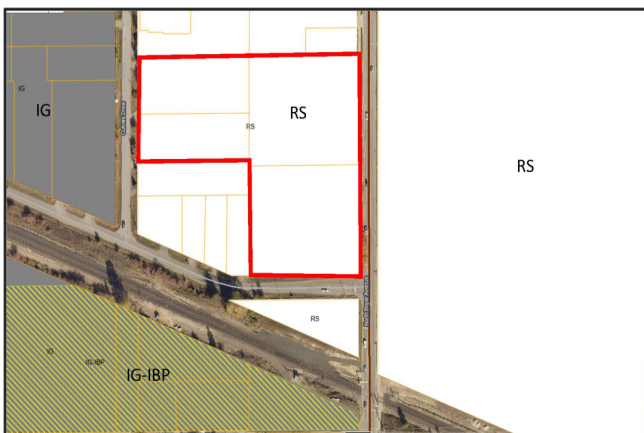
1. §10-3-7- B – A reduction in the required twenty-five (25) foot building line setback from all exterior boundaries for Block 1 Lots 4, 5, 10 and 11 and Block 2 Lots 13, 15, and 21.
2. §10-3-7-C – A reduction in the requirement for parking and driveways to be no less than 10 feet of an exterior boundary to six (6) feet for Block 1 Lots 5, 10 and 11 and Block 2 Lot 21.

*\*Additional modifications/code deviations are provided throughout the document and summarized in the Conditions of Approval.*

## A. Zoning

The RS district has requirements for single family subdivisions including minimum lot size, lot width, setbacks, lot coverage and design standards. The RS district permits PUDs, but residential uses are limited to six (6) dwelling units per building and must be on a site of at least two (2) acres. Townhouse lots in a PUD are further regulated by §10-1-7-Q-2.

**Figure 2 Zoning**



**Table 3** below provides a summary range of the requested deviations from the RS District and Townhouse Lot standards, while **Appendix A** provides the requested lot-by-lot zoning standards.

**Table 3**  
**Culver's Crossing Development Standards Summary**

	<b>RS Townhouse Standard</b>	<b>Culver's Crossing Range and Breakdown</b>	<b>PUD Deviation</b>
Minimum Lot Size	3,500 SF allowed for Townhouse Lots*	1,948-21,782 SF  21 lots <3,500 SF  19 lots 3,500- 4,500 SF  7 lots over 4,500 SF	Reduced Minimum Lot Size by up to 1,552 SF
Minimum Lot Width	25 feet allowed for Townhouse Lots	22-161 FT  16 lots< 25 Feet 28 Lots 26-60 Feet 3 Lots over 60 Feet	Reduced Lot Width by up to 3 Feet
Minimum Front Yard Setback	20	Meets or exceeds	N/A
Minimum Rear Yard Setback	15	Meets or exceeds	N/A
Minimum Side Yard Setback	5	0-10 Feet	Reduced by 5 Feet for the attached units
Maximum Height	35 Feet	35 Feet	N/A
Maximum Impervious Area – structure and pavement	65%	32-62%	N/A
Garage	Flush or setback from facade	53% are projecting	Allowance for garages to project in front of house

\*Pursuant to SCC §10-1-7-Q



## **B. Comprehensive Plan**

A Planned Unit Development is a mechanism to allow for deviations from the standard zoning regulations and per Title 10, Section 3, therefore, must be evaluated for its consistency with the comprehensive plan. Staff review of the relevant goals and objectives of the 2019 City of Sandpoint Comprehensive Plan – housing, transportation, Special Areas or Sites - are **bolded** below.

### **Chapter 5 Housing**

#### **Goal H-1: Housing Variety**

*Provide a variety of housing types across income levels in Sandpoint.*

- A. Encourage diversity in housing types by permitting detached, duplex, townhouse, stacked flats, ADUs and other types as appropriate in land use districts.
- B. Encourage low to moderate-income housing with development incentives (like density bonuses) or other similar strategies.
- C. Help reduce household transportation costs by locating housing near daily needs.
- D. Blend mixed densities in neighborhoods to provide for income diversity among neighborhood residents while ensuring that the bulk, mass or scale of any individual development does not dominate a street.

**The proposed PUD provides a mix of dwelling unit types, architectural styles, and deed restriction program designed to maintain housing affordability.**

#### **Goal H-3: New Neighborhoods**

*Ensure that new neighborhoods provide the same charm and comfort of Sandpoint's historic neighborhoods.*

- A. Cul-de-sacs and other dead-end streets are discouraged, with a preference instead for traditional grid street patterns. Where cul-de-sacs are allowed, they must provide for continuous, non-motorized connections between streets.
- B. Neighborhood services, public open space and parks shall be connected with multimodal paths.
- C. Development shall occur with a safe, appropriate street system in a network that provides easy access but does not allow rapid or high-volume traffic to disrupt the neighborhood.
- D. Encourage a variety of housing sizes within a block.

### **Chapter 6 Transportation**

#### **Goal T-1 Walkability**

*Make Sandpoint a walkable community.*

- E. Plan for increased pedestrian and bicycle use, both for recreation and as an important, viable transportation alternative.

#### **Goal T-3 Affordability**

*Reduce household transportation costs.*

- E. Develop an interconnected multimodal transportation network.

**Culver's Crossing creates a connected street network with no new access points onto N. Boyer Avenue and provides a mix of dwelling unit types. The development provides complete streets and connection to existing and future sidewalks along N. Boyer Avenue.**

## **Chapter 11 Special Areas or Sites**

Goal SA-2: Urban Forest

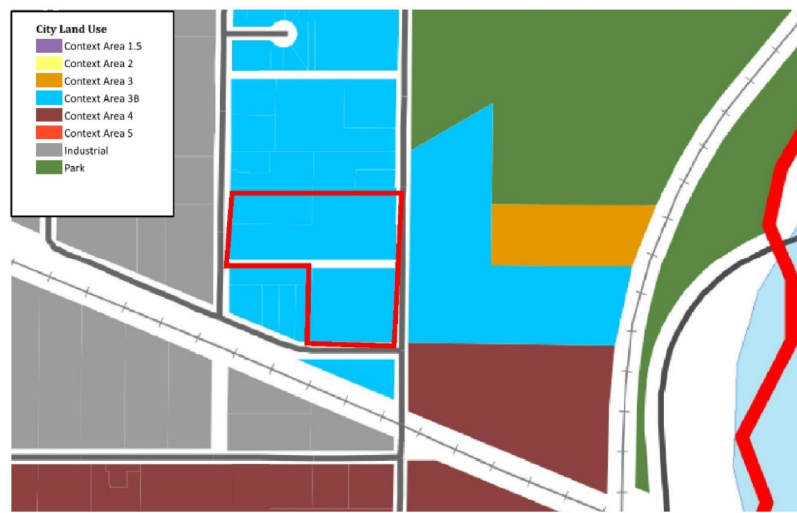
*Work to increase the tree canopy in the residential and downtown public areas.*

**The development has identified and is trying to protect large existing trees.**

### **Future Land Use Map**

The comprehensive plan future land use map envisions the site as CA-3B Business Overlay. The plan describes CA-3B as identical to the C-3 Character area with the addition of neighborhood businesses. The C-3 area calls for increased density of residential development to include smaller lot sizes, shared open space and the inclusion of attached and detached multi-family units.

**Figure 5: Comprehensive Plan Future Land Use Map**



Source: City of Sandpoint GIS, 2021

**The development provides the mix of housing envisioned by CA-3 but does not include the neighborhood commercial uses envisioned in the CA-3B.**

### **C. City Infrastructure**

As required for the final development plan and preliminary plat, the proposed street network and preliminary utility plans have been provided. In addition, a Traffic Impact Analysis (TIA) was performed and reviewed by the City's consulting engineer. The analysis indicates that the development will not require modifications to the on-site layout and no additional off-site improvements. Below is a staff analysis of the road and utility network information provided to date.

### Road Network

The site is currently accessed from N. Boyer Avenue for the existing house and the vacant lot to the north and from Culver Drive for the two western parcels.

The Urban Area Transportation Plan (UATP) provides that "Intersections of local streets with arterials shall be minimized and discouraged", which the FDP meets by not intersecting N. Boyer Ave., a classified Minor Arterial due to the volume of vehicles that use the roadway on an average day.

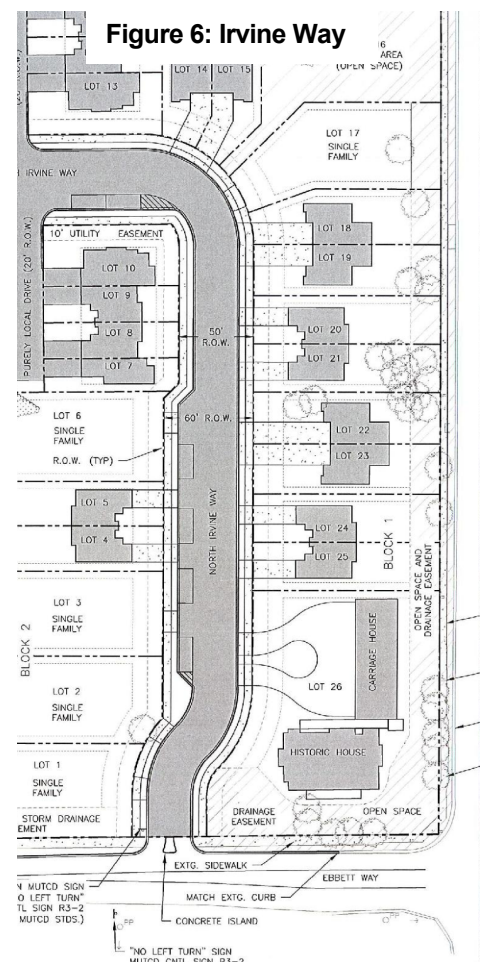
Access to the development is from Ebbett Way and Culver's Drive, both of which have adequate 60 feet rights-of-way. North Boyer Avenue right-of-way has been widened to through this area, providing adequate right-of-way width for the multi-use path and a future turn lane along the corridor.

The distance between Irvine Way and N. Boyer Ave is less than the recommended 250 feet intersection spacing for a local residential street at 160 feet. The TIA did not identify this as an issue, due to the proposed right-in/right-out median approach shown to prevent left-turn conflicts. However, this type of median makes winter maintenance difficult along both Ebbett Way and Irvine Way. See condition of approval to omit median and provide "No Left Turn" sign.

"Irvine Way" is shown as a majority 60-foot right-of-way. The bend and the south end intersection at Ebbett Way are shown as a 50-foot right-of-way, a requested deviation from the required 60' for a local street allowed through the PUD process. Winter maintenance is a challenge with the proposed street cross-section combined with the narrow townhouse lots and subsequent closely spaced driveways (see **Figure 6**). The development also includes purely local drives (20 feet in width; public rights-of-way) to the Big House units, as allowed by §10-1-6-A-1. Winter maintenance for the purely local drives is also a challenge for City equipment. Due to the request for deviations and associated maintenance challenges associated with an approval, a condition has been provided to require public rights-of-ways be privately maintained. Public right-of-way dedication is necessary (in lieu of a private street) to enable enforcement of the law.

### Water and Sewer

As shown in Figure 7A, an existing 8-inch sewer main located within Culver's Drive is available to serve the proposed development. The preliminary utility plans indicate a new combination pressure and gravity sewer main system is proposed, that will connect to the existing sewer system. Due to the inability to serve the site with just gravity flow, there are several lots with private grinder pumps that will pump to a public force main in Irvine Way and ultimately connect to existing gravity sanitary sewer through a new manhole in Culver's Drive.



**Figure 7A Existing Water and Sanitary Sewer**



The Water Rules, VIII.3 New User Facility Fee (NUFF) will be required for new connections. Individual service lines are required for all single-family homes and for each multifamily building. Proposed mains shall be looped in minimum grids of 1,320 feet by 660 feet or less in dimension. Existing 8-inch watermains on Ebbett Way and Culvers Drive are available to serve the proposed development, creating a looped system.

The water and sewer main extensions will be reviewed and approved per DEQ requirements using the Qualified Licensed Professional Engineer (QLPE) process during the Public Infrastructure Permit (PIP) process.

#### *Storm Water*

The Stormwater Management Ordinance, 11-3-2 applies, requiring the development of a Stormwater Management Plan. A preliminary infrastructure plan was submitted that shows connections to the existing system in N. Boyer Avenue, but calculations will need to be provided to evaluate the system

adequacy prior to issuance of a construction permit.

All public infrastructure needed for the development is paid for by the developer.

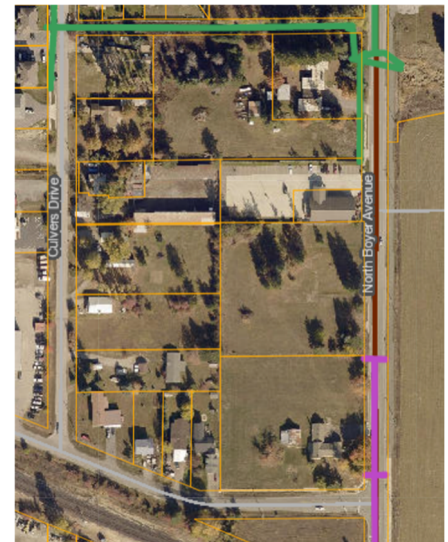
**Figure 7B Existing**

#### **d. Other Public Services**

The parcels in question are located within the Lake Pend Oreille School District. The LPOSD has been notified of the proposed PUD and we have received no comment to date.

## **VI. Preliminary Plat**

As required by §10-3-10, the Culver's Crossing preliminary plat is being reviewed concurrently with the Final Development Plan (Figure 7). Many of the review standards for a subdivision have already been addressed through the Final Development Plan review (e.g., Zoning Code compliance, compatibility with the Comprehensive Plan, Urban Area Transportation Plan, Multi-modal Plan). However, Title 10, Section 1-6 regulates the required public improvements to serve a development, including the overall layout of block, streets, pathways, the provision of utilities, design standards and general procedures. **Table 4** below provides a summary review of the required standards that are evaluated at the preliminary plat phase, with allowed exceptions for a PUD noted.



**Table 4 Preliminary Plat Standards Review (§10-1-6)**

<b>Standard</b>	<b>Meets</b>	<b>Comment</b>
60' Minimum Right of Way for Local Street (50' allowed for a PUD per §10-1-6-A-1), except purely local drives	Yes	Irvine Way predominantly 60', with reduction to 50' at curve. The reduced right-of-way width, along with the narrow lots (close proximity of driveways) will make winter maintenance difficult. Purely local drives reduced to 20' width. See more detailed explanation above and associated conditions.
Transportation Plan Conformance	Partial	Irvine Way is less than 250 Feet from N. Boyer Ave. The applicant's proposed solution is to install an island that would prohibit left turns, however, due to operational concerns, the island should be removed and a "No Left Turn" sign installed in its place.
Right of Way Adjoining Undeveloped property	Yes	Adjoining property is developed.
Block Length less than 600 Feet	Yes	The orientation of Irving Way meets the requirement from the bend to Culver's Drive and to Ebbett Way.
Street Arrangement	Yes	Irvine Way connects to Culver's Drive and Ebbett Way.
Double Fronted Lots Double frontage lots are those created by either public or private streets, but not by driveways or alleys. Double frontage lots shall be prohibited except where unusual topography, a more integrated street plan, or other conditions make it undesirable to meet this prohibition. Subdivisions providing a platted common space of twenty-five feet (25') or more between any street right of way and any single row of lots shall not be considered to have platted double frontage lots. Common space provided must be landscaped.	Yes	Lots 1-4 and 17-26, Block 1 and Lots 19-21 Block 2 technically qualify as double frontage lots. However, the development provides an integrated street network without creating new access points (streets or driveways) onto N. Boyer Avenue, which is prohibited by the Urban Area Transportation Plan Appendix G. City Code requires compliance with the transportation plan. In addition, the development does have a 20-foot common space buffer. A condition of approval in accordance with Appendix G is noted below.
Public Utility Easement	Yes	City utilities will be in the public rights-of-way but a 10-foot communications and gas easement is provided.
Property and Curb Corners	N/A	To be provided at time of final plat.



Street Grade (5% Max)	N/A	Generally flat area.
Parks, playgrounds & schools considered	Yes	Common open space provided; ultimate design to be determined by HOA. Condition provided.
Traffic Analysis	Yes	TIS completed; no extraordinary fees.
Private Streets	N/A	All streets will be public with privately maintained. Condition provided.
Interconnection	Yes	Subdivision creates a connected street and sidewalk network.
Street Intersection	No	See Comment under TIA
Driveways	Partial	Block 2 Lot 18 appears to be less than 35 feet from the edge of Irvine Way pavement. Condition of approval added below.

#### A. Multimodal Transportation Master Plan/Urban Area Transportation Plan

City Code, Title 10, Section 6 requires conformance with the Transportation Plan and provides that streets shall be designed in accordance with the development standards of the city of Sandpoint. The Multimodal Transportation Master Plan (MTMP) adopted in 2021 provides vision, goals, and objectives against which developments can be evaluated. The Urban Area Transportation Plan (UATP) serves as the current standards, specific to access management and traffic analysis. The relevant goals and objectives and standards are noted below, with staff review **bolded**.

##### **Goal 1.** Provide a balanced approach to mobility

###### Objectives:

- Improve and enhance safety and traffic circulation and preserve an acceptable level of service (LOS) at intersections; strive to maintain a LOS of D or better for peak hour traffic at intersections on City streets.
- Limit the number of approaches onto collectors and arterials in order to minimize safety conflicts between modes and preserve the function of the multimodal corridor.

**As previously noted, the development does not create new access points on N. Boyer Ave, a major arterial. According to the TIS analysis, the development will not reduce the LOS of the Ebbett and N. Boyer intersection below LOS D; alternative routes exist. Proximity of intersection to Baldy and railroad tracks provides limited opportunities for improvements at Ebbett Way.**

##### **Goal 2.** Provide a Walkable and Bikeable Network throughout the Community

###### Objectives:

- Continue to enhance the walkability and bike-ability of not only Downtown, but also the entire community and improve walking and bicycling routes throughout the community.
- Continue to support and implement Sandpoint's adopted Complete Streets Policy (Ordinance 10-75).
- Continue to require development proposals to provide complete streets in a manner consistent with design standards, as applicable.



**The development has sidewalks throughout, including along N. Boyer Avenue, which increases the connectivity of Culver's Crossing to the rest of the multi-modal system.**

**Goal 4.** Support a resilient, livable and sustainable multimodal system

Objectives:

- Require compliance with adopted street design standards

**The development is showing mostly a 60-foot right-of-way, allowing for a curb lawn and sidewalk.**

**Goal 8.** Proactively plan for an increase in demands

Objectives:

- Continue to implement requirements for traffic analysis and mitigation measures resulting from private development and changes in use.
- With new development projects, encourage the design and construction of local streets to improve multimodal connectivity and safety; encourage well-connected, grid type street patterns with new development.

**The development completed a full traffic impact study, as required. There are no dead-end public streets, other than the 20' wide purely local drives.**

## **B. Comprehensive Plan**

See the Final Development Plan analysis of the development's conformance with the Comprehensive Plan above.

## **VII. Draft Conditions**

The following are the minimum necessary conditions for the Final Development Plan and Preliminary Plat should a motion for approval be made. The Commission may provide additional conditions of approval.

A Development Agreement between the developer and City shall be generated and approved by City Council in conjunction with their consideration of the FDP and preliminary plat, incorporating, at a minimum, the following conditions

Required Conditions of Approval:

1. All uses are limited to single-family dwellings. Townhouses on individual lots ("Big House"/ "Twin House") and duplexes ("Historic House") are single-family dwellings, not multi-family.
2. The open spaces shall be provided in accordance with the application (not less than 12.4% of the total gross area), privately maintained and fully functional. The final plat shall provide reference to the open space and responsibility of maintenance and City approved CC&Rs incorporating detailed maintenance standards and provisions.
3. The final stormwater management plan shall be developed in a manner that does not negatively affect the functionality of the open spaces.

4. Appendix A, Zoning Standards, incorporates all deviations from Title 9 and 10; all building permits shall be issued in compliance with Appendix A and other applicable City Codes in place at the time of building permit application. Modifications to the standards provided by Appendix A may only be approved by way of an amended PUD.
5. On-street parking: parking on one side of the street shall be permitted where the pavement width is 28' or more and parking on both sides of the street shall be permitted where the pavement width is 36' or more. No parking signs shall be provided wherever these conditions are not met.
6. Carriage House (an Accessory Dwelling Unit to the Historic House) is limited to a single dwelling unit.
7. Due to deviations in minimum widths and narrower lots with close driveway spacing, the public rights-of-ways shall be privately maintained. The final plat shall provide reference to the responsibility of maintenance and City approved CC&Rs incorporating detailed maintenance standards and provisions.
8. Provide "No Left Turn" signs at the intersection of Irvine Way and Ebbett Way.
9. All existing drive approaches to N. Boyer Avenue shall be removed and curb installed. The plat shall provide a note prohibiting any access off N. Boyer Avenue applicable to lots 16-26.
10. No lots may be sold and no building permits issued prior to final platting.

Suggested Conditions of Approval:

11. The CC&Rs shall provide that the HOA will determine the specific use of the open spaces, within two (2) years of the completion of Phase 1.
12. Sidewalk shall be provided along both sides of Irvine Drive. No sidewalks are required along the purely local drives.
13. A 20' wide landscaped buffer shall be provided between the N. Boyer Avenue curb and the adjacent property boundaries. A 5' wide sidewalk shall be provided within this buffer.
14. Developer shall pay a fee-in-lieu of construction of a sidewalk along Culver's Drive.
15. Lots 5, 10, 11 and 46 shall provide a landscape screen within the 6' setback.
16. In accordance with City Code 10-3-10.1, the development shall be initiated within (2) years of the date of approval. The infrastructure construction and recording of the final plat shall occur within 2 years from date of approval. The building construction and final certificates of occupancy shall occur in phases and completed within five (5) years from date of PUD approval, as further described and conditioned in the development agreement.
17. The driveway edge for Block 2 Lot 18 shall be no less than 35 feet from the pavement edge of Irvine Way.

## VIII. Decision

Following public testimony and subsequent deliberations, the Planning & Zoning Commission may take one of the following actions on both the Final Development Plan and Preliminary Plat in accordance with Sandpoint City Code:

1. Make a recommendation to the city council at the first regular council meeting following the planning commission's hearing. The recommendation shall state specifically on what ground or statutes said recommendation is based.
2. Postpone consideration of the application to consult with its advisors and staff to make a recommendation to the city council within forty (40) days after such hearing.

## IX. Conclusions of Law

Pursuant to Sandpoint City Code §10-3-10 provided seven review standards for which the Commission shall find that the facts submitted with the FDP support. Based on the analysis provided, staff's review of the seven items is bolded below.

1. The proposed development can be initiated within two (2) years of the date of approval. **Satisfied per application narrative.**
2. Each individual unit of the development, as well as the total development, can exist as an independent unit capable of creating an environment of sustained desirability and stability or that adequate assurance will be provided that such objective will be attained; the uses proposed will not be detrimental to present and potential surrounding uses, but will have a beneficial effect which would not be achieved under standard zoning regulations. **As a single use PUD, this standard is satisfied.**
3. The streets and thoroughfares proposed are suitable and adequate to carry anticipated multimodal traffic, that increased densities will not generate vehicular traffic in such amounts as to overload the street network outside the PUD, and that any impacts have been adequately mitigated. **Satisfied with conditions of approval noted.**
4. Any proposed commercial development can be justified at the locations proposed. **Not Applicable- no commercial development.**
5. Any exception from standard zoning requirements is warranted by the design and other amenities incorporated in the final development plan, in accordance with this chapter and the adopted policy of the city council. **Development provides flexibility of lot layout not otherwise allowed in the RS Zoning District nor Title 10.**
6. The PUD is in general conformance with the comprehensive plan. **Standard met.**
7. The existing and proposed utility services are adequate for the population densities and nonresidential uses proposed. **Standard met.**

In addition to findings of fact that support any motion, the Commission must conclude that the application as submitted complies with the applicable law cited within the report, specifically:

1. This proposal was processed consistent with Sandpoint City Code §9-9-5: for Hearing procedures.
2. The Planned Unit Development process is being conducted in a manner consistent with Idaho Code §67-6509.
3. The proposed FDP has been reviewed for consistency with the provisions of the Sandpoint Comprehensive Plan and the applicable sections of Titles 9 and 10 of the Sandpoint City Code.
4. In taking action, all timely received written comments and oral testimony, was considered as required by Sandpoint City Code §9-9-5.

## X. Packet Materials

1. Application, Narrative and Submittal Documents
2. Required Public Notices
3. Comments Received

These materials are provided on the City's website at [www.sandpointidaho.gov/PPUD21-0002](http://www.sandpointidaho.gov/PPUD21-0002).

Culvers Crossing PUD  
Appendix A  
Zoning Standards

9-4-1-3-E														9-4-1-3-F		9-4-1-3-G		Total Lot Coverage
Block Number	Lot Number	Lot Size (SQ FT)	Lot Width	Front Yard Setback (Building)	Front Yard Setback (Garage)	Front Yard Setback (Uncovered Porch)	Rear Yard Setback	Side Yard Setback(s)	Building Lot Coverage	Additional Impervious	Total Impervious	Building Height	% garage of street facing wall	Garage Recessed, or Flush with building wall?	Main entrance facing street?	% of window and door coverage on street facing façade	Parking Spaces (1) Tandem	
1	1	4,433	40.50	20'-0"	25'-0"	10'-0"	15'-0"	10'-0"/0	1,152	418	35%	35'-0"	0%	Side street	Yes	38%	2	1,570
1	2	2,619	24.00	20'-0"	25'-0"	10'-0"	15'-0"	0/0	959	280	47%	35'-0"	50%	Projecting	Yes	35%	2	1,239
1	3	2,114	24.00	20'-0"	25'-0"	10'-0"	15'-0"	0/0	959	284	59%	35'-0"	50%	Projecting	Yes	35%	2	1,243
1	4	2,397	22.08	20'-0"	25'-0"	10'-0"	15'-0"	5'-0"/0	859	357	51%	35'-0"	47%	Projecting	Yes	26%	2	1,216
1	5	2,660	29.08	20'-0"	25'-0"	10'-0"	15'-0"	5'-0"/0	959	328	48%	35'-0"	50%	Projecting	Yes	35%	2	1,287
1	6	2,193	24.00	20'-0"	25'-0"	10'-0"	15'-0"	0/0	959	280	56%	35'-0"	50%	Projecting	Yes	35%	2	1,239
1	7	4,180	40.50	20'-0"	25'-0"	10'-0"	15'-0"	10'-0"/0	1,152	418	38%	35'-0"	0%	Side street	Yes	38%	2	1,570
1	8	3,701	40.50	20'-0"	25'-0"	10'-0"	15'-0"	10'-0"/0	1,152	418	42%	35'-0"	0%	Side street	Yes	38%	2	1,570
1	9	2,193	24.00	20'-0"	25'-0"	10'-0"	15'-0"	0/0	959	280	56%	35'-0"	50%	Projecting	Yes	35%	2	1,239
1	10	2,662	29.12	20'-0"	25'-0"	10'-0"	15'-0"	5'-0"/0	959	327	48%	35'-0"	50%	Projecting	Yes	35%	2	1,286
1	11	2,595	29.11	20'-0"	25'-0"	10'-0"	15'-0"	5'-0"/0	959	327	50%	35'-0"	50%	Projecting	Yes	35%	2	1,286
1	12	2,142	24.00	20'-0"	25'-0"	10'-0"	15'-0"	0/0	959	280	58%	35'-0"	50%	Projecting	Yes	35%	2	1,239
1	13	3,608	40.50	20'-0"	25'-0"	10'-0"	15'-0"	10'-0"/0	1,152	418	44%	35'-0"	0%	Side street	Yes	38%	2	1,570
1	14	3,185	33.08	20'-0"	25'-0"	10'-0"	15'-0"	5'-0"/0	1,017	135	36%	35'-0"	33%	Recessed	Yes	44%	2	1,152
1	15	3,530	32.92	20'-0"	25'-0"	10'-0"	15'-0"	5'-0"/0	1,017	608	46%	35'-0"	33%	Recessed	Yes	44%	2	1,625
1	16	9,520	74.00	N/A Park	N/A Park	N/A Park	N/A Park	N/A Park	N/A Park	N/A Park		N/A Park	N/A Park	N/A Park	N/A Park	N/A Park	N/A Park	N/A Park
1	17	7,185	57.34	20'-0"	25'-0"	10'-0"	15'-0"	5'-0"	TBD	TBD		35'-0"	50%	TBD	Yes	15%	3	TBD
1	18	4,293	36.71	20'-0"	25'-0"	10'-0"	15'-0"	5'-0"/0	1,017	574	37%	35'-0"	33%	Recessed	Yes	44%	2	1,591
1	19	4,216	34.00	20'-0"	25'-0"	10'-0"	15'-0"	5'-0"/0	1,017	568	38%	35'-0"	33%	Recessed	Yes	44%	2	1,585
1	20	3,968	32.00	20'-0"	25'-0"	10'-0"	15'-0"	5'-0"/0	859	403	32%	35'-0"	50%	Projecting	Yes	35%	2	1,262
1	21	3,868	34.00	20'-0"	25'-0"	10'-0"	15'-0"	5'-0"/0	859	403	33%	35'-0"	50%	Projecting	Yes	35%	2	1,262
1	22	4,216	34.00	20'-0"	25'-0"	10'-0"	15'-0"	5'-0"/0	1,017	712	41%	35'-0"	33%	Recessed	Yes	44%	2	1,729
1	23	4,216	34.00	20'-0"	25'-0"	10'-0"	15'-0"	5'-0"/0	1,017	712	41%	35'-0"	33%	Recessed	Yes	44%	2	1,729
1	24	3,968	32.00	20'-0"	25'-0"	10'-0"	15'-0"	5'-0"/0	859	469	33%	35'-0"	50%	Projecting	Yes	35%	2	1,328
1	25	3,968	32.00	20'-0"	25'-0"	10'-0"	15'-0"	5'-0"/0	859	469	33%	35'-0"	50%	Projecting	Yes	35%	2	1,328
1	26	21,782	161.34	20'-0"	25'-0"	10'-0"	15'-0"	5'-0"	5,408	3,778	42%	35'-0"	Sep Bldg	Sep Bldg	No	15%	12	9,186
2	1	6,275	63.00	20'-0"	25'-0"	10'-0"	15'-0"	5'-0"	TBD	TBD		35'-0"	50%	TBD	Yes	15%	3	TBD
2	2	6,819	58.00	20'-0"	25'-0"	10'-0"	15'-0"	5'-0"	TBD	TBD		35'-0"	50%	TBD	Yes	15%	3	TBD
2	3	6,738	56.26	20'-0"	25'-0"	10'-0"	15'-0"	5'-0"	TBD	TBD		35'-0"	50%	TBD	Yes	15%	3	TBD
2	4	3,592	30.00	20'-0"	25'-0"	10'-0"	15'-0"	5'-0"/0	859	375	34%	35'-0"	50%	Projecting	Yes	35%	2	1,234
2	5	3,591	30.00	20'-0"	25'-0"	10'-0"	15'-0"	5'-0"/0	859	375	34%	35'-0"	50%	Projecting	Yes	35%	2	1,234
2	6	7,111	55.45	20'-0"	25'-0"	10'-0"	15'-0"	5'-0"	TBD	TBD		35'-0"	50%	TBD	Yes	15%	3	TBD
2	7	1,948	22.01	20'-0"	25'-0"	10'-0"	15'-0"	5'-0"/0	859	356	62%	35'-0"	47%	Projecting	Yes	26%	2	1,215
2	8	2,145	24.00	20'-0"	25'-0"	10'-0"	15'-0"	0/0	959	285	58%	35'-0"	50%	Projecting	Yes	35%	2	1,244
2	9	2,150	24.00	20'-0"	25'-0"	10'-0"	15'-0"	0/0	959	280	58%	35'-0"	50%	Projecting	Yes	35%	2	1,239
2	10	3,618	40.50	20'-0"	25'-0"	10'-0"	15'-0"	10'-0"/0	1,152	418	43%	35'-0"	0%	Side street	Yes	38%	2	1,570
2	11	3,604	40.50	20'-0"	25'-0"	10'-0"	15'-0"	10'-0"/0	1,152	420	44%	35'-0"	0%	Side street	Yes	38%	2	1,572
2	12	2,136	24.00	20'-0"	25'-0"	10'-0"	15'-0"	0/0	959	279	58%	35'-0"	50%	Projecting	Yes	35%	2	1,238
2	13	2,136	24.00	20'-0"	25'-0"	10'-0"	15'-0"	0/0	959	286	58%	35'-0"	50%	Projecting	Yes	35%	2	1,245
2	14	1,958	22.00	20'-0"	25'-0"	10'-0"	15'-0"	5'-0"/0	859	355	62%	35'-0"	47%	Projecting	Yes	26%	2	1,214
2	15	2,267	22.00	20'-0"	25'-0"	10'-0"	15'-0"	5'-0"/0	859	516	61%	35'-0"	47%	Projecting	Yes	26%	2	1,375
2	16	2,473	24.00	20'-0"	25'-0"	10'-0"	15'-0"	0/0	959	455	57%	35'-0"	50%	Projecting	Yes	35%	2	1,414
2	17	2,473	24.00	20'-0"	25'-0"	10'-0"	15'-0"	0/0	959	445	57%	35'-0"	50%	Projecting	Yes	35%	2	1,404
2	18	3,788	40.50	20'-0"	25'-0"	10'-0"	15'-0"	10'-0"/0	1,152	590	46%	35'-0"	0%	Side street	Yes	38%	2	1,742
2	19	4,473	40.50	20'-0"	25'-0"	10'-0"	15'-0"	10'-0"/0	1,152	419	35%	35'-0"	0%	Side street	Yes	38%	2	1,571
2	20	2,659	24.00	20'-0"	25'-0"	10'-0"	15'-0"	0/0	959	280	47%	35'-0"	50%	Projecting	Yes	35%	2	1,239
2	21	3,220	29.00	20'-0"	25'-0"	10'-0"	15'-0"	5'-0"/0	959	327	40%	35'-0"	50%	Projecting	Yes	35%	2	1,286